

[14th November 1922]

Review of administration reports of district boards and municipalities.

464 Q.—Rao Bahadur V. APPASWAMI VANDAYAR: Will the hon. the Minister for Local Self-Government be pleased to state the date and the order in which the administration reports of 1920-21 and 1921-22 of each of the district boards and municipal councils were reviewed by the Government?

A.—A statement giving the information required in regard to the administration reports of 1920-21 is placed on the table.*

Administration reports for 1921-22 were due from municipal councils by the 15th July 1922 and from district boards by the 1st August 1922. Up to the 30th October 1922 only forty-three municipal reports and nine district board reports had been received and thirty-eight municipal reports and fifteen district board reports were due. Of the forty-three municipal reports received, thirty-three have been reviewed by the Government and the reviews on twenty-one reports issued. A list of the reviews issued is placed on the table.

The Director of Office Systems.

465 Q.—Rao Bahadur V. APPASWAMI VANDAYAR: Will the hon. the Member for Finance be pleased to state—

- (a) how long the Director of Office Systems has held his office;
- (b) the names of offices he has inspected during the period and the time he took for inspecting each office;
- (c) the offices in which he has effected retrenchment;
- (d) the total amount of retrenchment he has effected; and
- (e) the total expenditure incurred up to date under each of the following heads:—
 - (i) pay of the Director of Office Systems and his establishment separately; and
 - (ii) the travelling allowance drawn by that officer?

A.—(a) Since the 10th January 1922 except for a period of six weeks when he was on leave without allowances, but during which he carried on his work.

(b) The Director's attention has so far been directed mainly to the undermentioned matters:—

- (i) The constitution of a central record office in the Fort for the Secretariat departments located there in place of the arrangements under which each department maintained its own records, which has been found to be unsatisfactory in working. This involved much rearrangement and sorting of records.
- (ii) The establishment in the Secretariat at the Fort of a general Government reference library for all Government offices at the Presidency town, which will also be a reference library for the members of the Legislative Council. This involved the examination of the existing books in the Secretariat Library and the transfer thither of all books maintained in other offices which were not required by the heads of the

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offices for frequent reference. An enormous amount of useless matter has been removed, while many useful books have been rescued from oblivion.

- (iii) A general rearrangement of the accommodation available in the Secretariat offices in the Fort with a view to giving more air and light to the clerks and also to bringing officers and clerks into close proximity and to providing tiffin rooms for clerks and other conveniences which did not exist.
- (iv) The establishment of a central issue and despatch office for all Secretariat departments in the Fort.
- (v) The institution of a central cashier and stationery bureau for the same departments.
- (vi) The cheapening and the introduction of greater expedition in the circulation of papers to Members and Ministers.
- (vii) The reduction of printing.
- (viii) The establishment of a central clearing house in the Government Press for all printed matter.
- (ix) Reduction in the consumption of stationery and forms.
- (x) Reduction in the distribution of Government publications.
- (xi) The improvement of the telephonic system in the Fort.
- (xii) The reduction wherever practicable of unnecessary work and waste motion.

He has also been employed in examining the question of the accommodation in Government offices with a view to the transfer, wherever practicable, to Government buildings of such offices as are in rented buildings in the Presidency town. This inquiry has been extended to the headquarters of districts.

He has also made a detailed inspection of the Surgeon-General's office and remodelled the system of work there, at the same time suggesting a reduction in the staff.

He has been in communication with heads of offices with a view to improving their systems of work and has in particular examined the system of record-keeping in the Public Works Department, which differs from that in other departments, and with this object has visited the offices of the Superintending Engineer, IV Circle, Coimbatore, and the Executive Engineer at that town.

(c) & (d) In the Secretariats he has suggested reductions which will amount to Rs. 30,026 per annum under recurring and Rs. 2,400 under non-recurring items. The reduction of staff in the Surgeon-General's office proposed by him will yield a total saving of Rs. 3,528 per annum, and as a result of the steps taken in regard to the accommodation of Government offices [clause (b) supra] the revenues of Government will be benefited to the extent of Rs. 21,000 per annum.

- (e) (i) Rupees 8,058-7-0 and Rs. 936-3-2 up to 31st October 1922, and
- (ii) Rupees 410-2-0 up to 31st October 1922.

The Mappilla rebellion in Malabar.

466 Q.—MR. A. D. M. BAVOTTI SAHIB: Will the hon. the Home Member be pleased to state—

(a) (1) the number of Mappillas killed by the rebels in the Mappilla rebellion in Malabar,